

Connecticut Retirement Security Program Consulting Services RFP
Addendum #1: Proposer Questions & Answers
Issued March 10, 2023

1. We are unable to access the linked Attachments C and D files under Section K. ETHICS AFFADAVITS. Would you please send these to us as separate files?
All forms for Ethics Affidavits & Certifications for State Contracts are available at the following link: <https://portal.ct.gov/OPM/Fin-PSA/Forms/Ethics-Forms>

2. If the proposer submits matter that is determined to contain trade secrets or other confidential material, may it submit the required redacted copy via email to osc.rfp@ct.gov along with the original copy as per the instructions indicated in Section 7.4 RFP Procedures, Submission Requirements and Deadlines? Or must it submit the redacted copy on a separate thumb drive via mail? **Yes. A proposer may submit matter that is determined to contain trade secrets as a redacted copy via email to osc.rfp@ct.gov. The redacted copy must be marked as “redacted” in the title of the document and each redaction should cite the reason the information is redacted under a qualified FOIA exemption.**

3. Question F.i. Work Plan indicates that we should provide a “breakdown of each activity in the Scope of Services, broken down into the components of general consulting, market analysis, program design, and financial feasibility.” The Scope of Services does not include a component of “program design.” For purposes of the Work Plan, please clarify where program design fits in the Scope of Services. **Program design activity should be included under “Program Best Practices” under “Market Analysis,” with attention to providing analysis of the program’s current structure, and under the “Budget Analysis” under “Financial Feasibility,” with attention to “recommendations regarding program improvements to ensure financial sustainability of the program’s operations.”**